

PORT ROYAL BOROUGH COUNCIL
June 16, 2025

Members present were President Adam Bryner, Vice-President Glenda Leister, Council Members John Towsey, Nick Walters, Teresa Murphy, and Mayor Dylan Cisney. Council Member Grace Goss was not in attendance, Daniel Stong was not in attendance due to health issues.

Others present were Kimbra Jo Gray, Borough Secretary/Treasurer, Brian Book, Engineer CP Engineers, Bill Benner, purchaser of property on and Becky Lock Juniata Sentinel.

FIRST ON THE AGENDA

President Adam Bryner opened the meeting with the Pledge of Allegiance at 7:00 pm.

MOTION was made by Teresa Murphy to approve Minutes of the May meeting, 2nd by Glenda Leister, approved by all, motion carried.

MOTION was made by John Towsey to approve Borough Bills for the month of May, 2nd by Nick Walters, approved by all, motion carried.

Land Use – Bill Benner, owner and operator of Benner RV Services Honey Grove, is in a contract to purchase the property on Third Street next to Blue Valley Industries. He intends to use the property as a vehicle parking lot/storage facility for legal vehicles only and has filed for zoning permit with Codes Assessment Professionals. The proposed use of the property is not listed for the zoning district, ultimately subjecting it to a zoning hearing. There are no plans to connect to the water/sewer utilities due to the expense of the connection. Electric will be the only utility. A proposed eight-foot fence will surround the stoned lot.

Concerns that were raised included a survey to confirm property lines and stormwater runoff. The council agreed that there would be no concern if all guidelines are in accordance with the Juniata County Conservation District and the PA building codes.

Richard Burchfield, Faith Bible Church, reached out about stripping some topsoil from some of the yard and put stone down to expand the parking area. If the area is paved in the future, there will be a possible need for a stormwater system.

The building permit submitted for a garage on the Brenneman property was approved to submit to Building Inspection Underwriters.

Public Comments – There were no other public comments.

Brian Book, Engineer cb3 Solutions, LLC

Juniata County Ag Society – There have been no revised plans received regarding the Ag Barn Restroom and Stadium Box Restrooms for approval. There was a conversation between Roger Burd, Steve Auker and the speedway about the Ag Barn. There is going to be a minimal number of stalls, but nothing has been confirmed yet.

Liquid Fuels – John Towsey requested more information on the bid documents that were prepared for the 2025 Streets Project. There was concern that the spec books did not include all the information that was on the spec sheet. There are currently four bid items, but an amendment will be drawn up to add a fifth bid item. Amendments will be provided to all bidders. The specifications are constructed to allow the Borough to proceed with minimal Engineering interaction during bidding and construction to minimize engineering expenses and extend the liquid fuels funds. A sketch is provided to show everything, but it is specifically stated that the areas need to be walked and marked by staff. Bid opening will be June 25 at 4:15 pm.

DCED Small Water and Sewer Grant Program – An application in the amount of \$358,500 has been submitted to the Commonwealth Financing Authority to be used for Stormwater Improvements on Main Street to Route 333. An update was provided to Steve Hossen at the DCED.

MOTION was made by Glenda Leister to accept the Engineers Report for May, 2nd by Teresa Murphy, approved by all, motion carried.

Maintenance Report

John Deere zero turn mower deck needs repairs. It was agreed to replace the deck, drive belt, and battery.

Banners have been hung for the season and the storm pipe has been repaired down by the wastewater plant.

MOTION was made by Nick Walters to approve the Maintenance Report for May, 2nd by Nick Glenda Leister, approved by all, motion carried.

Street Committee

Discussion regarding some potholes that will need to be patched. There is an area between Eighth and Route 333 on Main Street in need of patching in front of a couple of driveways.

JPH did some hydro-seeding on the banks at Moyer Park.

The stop sign on Fourth Street needs to be replaced.

Summer helper, Banks Imes, will be assisting with weed control and scraping and repainting the curbs.

OLD BUSINESS

The property rental maintenance check list was reviewed with some changes. The list will be sent to Codes Assessments for approval.

A proposed ordinance for Air-B-Bs was reviewed and will potentially be approved to advertise after review by Solicitor Donald Zagurskie. The ordinance would also cover short-term rentals and Bed and Breakfasts.

Rental Fee Schedule was a topic of discussion. Fee schedule currently includes rental inspections that will no longer be managed by the Borough.

MOTION was made by Glenda Leister to adjust the annual rental registration fee to \$25.00, 2nd by Teresa Murphy, approved by all, motion carried.

MOTION was made by Glenda Leister to remove all other applicable rental fees from the fee schedule as they will be managed by Codes Assessment Professionals in the future, 2nd by John Towsey, approved by all, motion carried.

NEW BUSINESS

Veteran's Day Parade – November 8, 2025, will be held in Port Royal Borough. Glenda Leister will coordinate with the Veterans Council. Volunteers will be needed.

Community Yard Sales – Week of July 4th to coordinate with the July 4th Holiday and Speedweek.

Green Light Bulbs are available for free to town residents wishing to support our Military men, women and veterans. Special thank you to Del Shank for his continued donations to Port Royal Borough.

MOTION was made by Nick Walters at 8:10 pm to adjourn the meeting, 2nd by Teresa Murphy, approved by all, motion carried.

Respectively Submitted,
Kimbra Jo Gray
Borough Secretary/Treasurer

Next Meeting: Monday, July 14, 2025, at 7 pm